

Notes of the NDP Steering Group Meeting held on Wednesday 16th November 2016, 7.00pm at Worth Valley Contact Point, 28 Changegate, Haworth.

Present: Tito Arana (Chair), Peter Hill, John Huxley, David Senior, John Suckling, Sarah Garner, and Mags Smith.

- 1. Apologies:** Trudy Mahon, Gary Swallow and Andy Longden.
- 2. Review of the Action Log dated 14th November 2016**
 - Tito has completed a report on the parks.
 - It was agreed the policies should be written first, then the green spaces and facilities maps put on the website, followed by a consultation.
 - Peter will find out if the grass area in front of the Village Hall (Community Centre) is listed as a playing field.
 - John H and Peter will take pictures of the area to go with policies.
 - David will put together a piece on allotment proposals for Cross Roads.
 - Peter will ask Gill about the history of the Nature Reserve and who owns it. Tito and John will meet and suggest aspirational policies.
Mags to speak with BMDC with regard to areas to be used as a coach park.
 - Peter will locate copy of cycle route to be scanned.
 - Parking issues are not part of the NDP
- 3. Matters arising from the Action Log – covered above.**
- 4. To select a consultant to undertake the Housing Needs Survey**

A secret ballot was taken and Cba Option 2 with prize draw was selected.
Lisa to ask Chris to provide an example, Appendix A was not included in the quote. Then he will be invited to a meeting.
YLCA to be contacted to see if the survey can be undertaken by the Parish Council on behalf of the NDP group so VAT can be reclaimed.
- 5. To consider and make decisions in relation to the Work Plan of the Planning Consultant**

Lisa had circulated the financial report. It was thought that we should come in just under budget but a request for a further amount from the F & O Committee as back up would be made.
Proposed by John H and resolved that Bob be retained and that a request for £2,000 be put to F & O Committee in case we go over budget.
We will keep track of spending at each meeting.
No unnecessary emails should go to Bob to help keep costs down.
- 6. Allocation of Tasks and Action Log Update – Done above**
- 7. Timescales for Completion of the Project**

We are aiming to complete by June/July 2017. The housing survey should be complete by the end of February, the policies written and consultations undertaken thereafter. The final document produced and presented to BDMC in June 2017.

8. Date of next meeting.

Wednesday 14th December 2017 if agreeable to everyone.

Meeting close at 8.30pm.